



LOCAL SERVICES BOARD OF LORING, PORT LORING AND DISTRICT
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Minutes of Board Meeting December 21, 2017

The minutes can also be viewed on our website: www.loringslb.com

Attending: Stephen Brushey, Sandra Gendron, Tracey Watson, Peggy Whitehead
Absent: Earl Reading, Hilary Chambers (called in by phone for teleconference)

ACRONYMS

Ministry of Finance (**MOF**), Municipal Property Assessment Corporation (**MPAC**), Local Services Board (**LSB**), Provincial Land Tax (**PLT**), Standard Operating Procedure (**SOP**), Activity Centre (**AC**), Argyle Community Centre (**ACC**), Argyle Heritage Celebration (**AHC**), Conflict of Interest (**COI**), Ministry of Natural Resources (**MNR**), Ministry of Tourism, Culture and Sport (**MTCS**), Request for Proposal (**RFP**), Local Roads Board (**LRB**), Ontario Fire Marshal (**OFM**), Ministry of Northern Development & Mines (**MNDM**)

Meeting brought to order by Stephen at 7:00 p.m.

Point of Order: After Hilary had phoned in Stephen said board members must be present. NSBA states consequences (Failure to attend meetings, etc) and Robert's Rules of Order do not make allowances for absentee board member(s). Also, LSB does not have a bylaw authorizing public meetings by teleconference or rules. You have to be present to vote and take part in the meeting. Teleconference was ended.

Conflicts: None declared

Minutes Motion to accept the minutes of November 16th & 24th, 2017 by Tracey, 2nd by Sandra, all in favour, motion carried.

Financial Report: Peggy presented the financial statement for November 30, 2017. Motion to accept by Tracey, 2nd by Sandra, all in favour, motion carried.

Critical Path: None

Bylaws, Motions and Notices of Bylaws:

Bylaw 2017-33 Rescind Bylaw 2005-10 Secretary shall compile a chronological log recording votes for motions and bylaws. Motion to accept by Sandra, 2nd by Tracey, all in favour, bylaw passed.

Bylaw 2017-34 Rescind Bylaw 2006-10 Negotiations with the MOE and a Water Corporation. Motion to accept by Tracey, 2nd by Sandra, all in favour, bylaw passed.

Unfinished Business:

Unfinished from August 17, 2017

Many questions on 911 on installing, address correction and phone numbers. There are two aspects to this issue - the main piece is that there are data discrepancies in the Bell 911 system and there are issues with the 911 numbering in some areas. For the last three years, the LSBs and the 911 Committee have spent considerable effort to identify the numbering discrepancies and ensure the database is updated. This is the result of any years of inconsistencies with 911 signage (both installing and determining numbers). In order to minimize this issue, the previous LSB decided to transfer the responsibility for 911 sign installation to the Fire Department (the LSB changes Board members each year while the Fire Department remains relatively consistent). The 911 Committee has an SOP that will soon be completed/finalized and this task can then be transferred to the Fire Department. Our area of responsibility is significant in its size; as the area is audited we will identify errors and ensure residents are advised. As of October 19th, Stephen said we should have some direction to complete the SOP this year. The Board will discuss having the Fire Department complete the SOP (LSB review) and signage, in January 2018 and the final review by bylaw will be in February or March.

Correspondence

1. Letter from NNDSB for property for sale or lease.

Action Required: None

2. Publication on What Ontario's Accessibility Laws mean to you?

Action Required: None

3. Email from Marc Rockburn from MTO regarding Lampman Drive along with 2 letters of concern.

Action Required: Stephen has asked me to do an audit of the properties and then Marc and Stephen will find out when they can have another meeting with the property owner. The sign is down, but for emergencies the number of the sign is still there which is 1641.

4. Almaguin Adult Learning Centre with their December and January calendars.

Action Required: None

5. Email from Transport Canada Boating Grant to order signs from MADD Canada.

Action Required: None

6. Webinar from WSIB regarding Chronic Mental Stress on December 14, 2017.

Action Required: None

7. Library Grant \$5,808.00 deposited on December 6, 2017.

Action Required: None

8. Property assessment notice from MPAC valued at \$409,000.00

Action Required: None

9. MTCS, coming soon important changes to the library survey.

Action Required: None

10. Getting ahead programs beginning January 16, 2018 in South River from the Almaguin Adult Learning Centre.

Action Required: None

11. A Board member was approached by Jim and James Berriau to have the no trespassing orders removed.

Action Required: This was discussed and the Board will table this until the next meeting as unfinished business. Any decision on this matter should be made with the full Board present. A Board member will contact the OPP to ask for some direction.

12. Caisse Populaire is changing the agreement with us and suggested opening up a savings account to get some interest, we have transferred \$70,000.00 into the savings account.

Action Required: None

13. Email thank you from the Lions regarding the Seniors supper.

Action Required: None

14. A thank you card from Ian Clelland regarding the "Christmas in Song."

Action Required: None

15. MPAC questionnaire on Farm Sales for new property.

Action Required: The Board will look into this.

16. 2016 Ontario Public Library Statistics have been published and are now available for viewing on the Ontario Open Data Website.

Action Required: None

17. Information & Privacy annual statistics submission by February 28, 2018.

Action Required: I will look after this.

Committee Reports

Library (Sandra) A few people have signed up for the computer training. Peggy will put the library closure on the sign tomorrow.

Activity Centre
(Tracey)

Ice should be ready on Monday and for hockey it will be ready after Christmas.

Argyle Community Center
(Stephen)

The new propane water heater is installed. New kitchen appliances all operational. Urinal and 3 new toilets have been installed in the ACC. The make-up-air intake duct for the kitchen hood to be installed early 2018. The ACC building access control system will be added to the door locks in January. Regarding bands and DJ's for special occasions, they should have their own, if they don't then it is an additional risk. Recreation committee will review rental agreement(s) wording as seek legal advice as required. OFM inspection is done and waiting for the OFM Action Order and the time line to comply.

Fire/911
(Stephen) There are 2 more 911 signs to be installed and one request for a new 911 sign no charge. Bylaw states \$200.00 for new signs, no exceptions.

Website None

Bylaws On going.

Administration/Long
Term Planning
(Sandra) Brown Township, to work on this in the first part of the year.

Events/Grant
(Sandra) The seniors grant has been submitted and we should hear back in March.

New Business: No trespassing orders.

Pay Bills: 15 bills presented to be paid.

North Bay Security \$84.75
 Peggy Whitehead \$2,250.00 (Oct-Dec Honorarium)
 Jim Moore Home Heat \$772.94 (furnace oil)
 Stephen Brushey \$148.40 (kitchen supplies)
 Jamie Matthews \$165.52 (service call for furnace)
 Argyle Lions Club \$254.90 (turkeys)
 Bell Canada \$341.75 (December)
 Indigo Books & Music \$149.28
 Whitehots Inc. \$129.86 (books)
 Buchanan Hardware \$6.49
 Port Loring Home Building Centre \$9.82
 Albert Lamb \$650.00 (November cleaning)
 North Bay Mat Rental \$49.72
 The following bills have already been paid
 Hydro One \$427.76
 Bell Canada \$342.88 (November)
 Motioned to pay bills by Sandra, 2nd by Tracey, all in favour, motion passed.

Public Comment:

1. Mike Legault thanked Christopher Ballard and Tracey for bringing the Fire Department truck to light the back of ACC for the seniors supper.
Action Required: Installation for lighting is in the budget.
2. Marla Booth asked the LSB if they would cover the insurance for a program for the library to host a cottage/house tour this summer.
Action Required: Stephen said they will check with the insurance.
3. Mike Buchanan mentioned that he heard the plowing was not plowed until it reached 4 inches.

Action Required: The Board decided that the accumulation will be 2 inches and sanded every time. Also sanding without the plowing if needed.

4. Dallas Brushey asked what the Board is required to do if a Board member has missed 3 meetings in a row.

Action Required: Refer to the NSBA, no action is required.

5. Tanya Buchanan said the Argyle Riders/Legion will rent the ACC for the poker run and Cathy Thompson will get back to the LSB with the arrangements.

Action Required: Booked for Feb 3 (1st Saturday).

6. Tracey asked if the Argyle Riders will do the ski/snowshoeing trails in exchange for no rental fees for the Cornfest.

Action Required: The Board agreed and Mike Buchanan suggested getting no snowmobiling signs.

Meeting adjourned at 8:20 p.m.

Next meeting will be on January 18th, 2018 at 7:00 p.m.

Prepared By
Peggy Whitehead
Peggy Whitehead
Secretary/Treasurer

Posted on January 11, 2018